

UNDERHILL PLANNING COMMISSION

Thursday, August 13, 2020 @ 6:00 PM

REGULARLY SCHEDULED MEETING (HELD REMOTELY)

Minutes

Attendance

Planning Commissioners:

Commissioner Johnathan Drew, Chair*
Commissioner David Edson, Vice Chair*
Commissioner Patrick Lamphere*
Commissioner Brian Tijan*
Commissioner Sandy Wilmot*
Commissioner Val Stori*

Staff/Municipal Representatives:

Andrew Strniste, Planning Director*

Others Present:

Kurt Johnson (HIEC)*

* This symbol denotes that this party joined via Go-To-Meeting.

^ This symbol denotes that this party joined via phone.

Due to inadvertent administrative error, the meeting was neither recorded by Staff, nor recorded by Mt. Mansfield Community Television. While the meeting was not recorded, the meeting requires still adhered to the remote meeting laws passed by the Vermont Legislature.

[6:05] Chair J. Drew called the meeting to order by providing the introductory information of the evening's meeting. Due to the COVID-19 virus pandemic, the meeting was being held in accordance with Vermont State Law remotely. No public was in attendance for the evening's meeting, and therefore, no general public comment was provided.

AGENDA ITEM: ACTION ITEM UPDATES

[6:05] The Commission briefly reviewed and provided updates relating to the action items.

AGENDA ITEM: CAPITAL IMPROVEMENT PROGRAM – KURT JOHNSON

[6:08] Staff Member Strniste provided an overview of what the Capital Improvement Program is, what sort of projects qualify for the program, and what the Planning Commission's role is in relation to program, which is more or less to ensure that proposed projects conform with the Town Plan. Commissioner Stori asked a clarification question relating to what happens if the Planning Commission found that a project did not conform with the Town Plan.

[6:18] Resident and Chair of the Highway Infrastructure & Equipment Committee Kurt Johnson, was before the Commission to provide an overview of last year's (FY2020-2021) Capital Improvement Program, specifically going line item by line item. He commenced by providing insight into upcoming equipment expenditures. Commissioner Wilmot and Staff Member Strniste inquired about the Committee's research into renewable energy equipment and bio-diesel trucks.

[6:31] Kurt Johnson then proceeded to provide an overview into the major infrastructure projects, specifically those projects relating to gravel road rebuilds and major paving projects. A brief discussion ensued about utilizing gravel sources in town. Kurt Johnson then provided a more in-

depth overview of the major paving projects, including a discussion about potential options relating to a bike lane along River Road. Following the discussing about major paving projects, Kurt Johnson discussed upcoming bridge & culvert projects.

[6:50] Discussion then ensued about miscellaneous capital projects, specifically relating to the Underhill Flats Project, Underhill Town Hall renovations, the Town's garage ceiling. Commission Stori inquired about renewable resources opportunities for the Town's buildings. Kurt Johnson then advised that the Capital Improvement Program was developed in a way that would avoid a fiscal disaster. Chair J. Drew then informed the Commission that he would solicit other capital projects from the other boards, commissions and committees.

AGENDA ITEM: OLD BUSINESS – PLANNING COMMISSION & SOCIAL EQUITY

[7:02] Chair J. Drew informed the Commission that he was still in the process of create a social equity statement for the Town Plan. Commission Stori then informed the Commission about her inquiries with private firms to conduct a social equity audit on the proposed Town Plan and zoning bylaws. Subsequently, a discussion ensued about the formation of an ad hoc group with a focus on addressing social equity issues within the Town.

AGENDA ITEM: OLD BUSINESS – FY2021-2022 MUNICIPAL PLANNING GRANTS

[7:12] The Planning Commission generally agreed to pass on submitting a municipal planning grant application for the upcoming fiscal year. Commission Wilmot will look into the feasibility of submitting a grant application in the future whether for next year's municipal planning grant applications or by other grant funding opportunities.

AGENDA ITEM: OLD BUSINESS – UNDERHILL HISTORICAL SOCIETY PROPOSED REVISIONS

[7:19] The Commission briefly discussed the Underhill Historical Society's proposed revisions and debriefed from their meeting with Rick Heh and Susan Thomas at the Commission's last meeting – Thursday, July 23, 2020. Further discussion will ensue in the future.

AGENDA ITEM: OLD BUSINESS – RENEWABLE ENERGY SITING

[7:23] Commission Wilmot informed the Commission that the Town Plan discussed the value of scenic vistas, and is seeking more guidance on how this should be addressed, especially in relation to energy siting.

AGENDA ITEM: OLD BUSINESS – WI-FI CAPABILITIES IN UNDERHILL; 2020 TOWN PLAN UPDATES

[7:30] No information relating to these agenda items were provided.

AGENDA ITEM: APPROVE PREVIOUS MEETINGS' MINUTES; QUORUM

[7:32] The minutes from Thursday, July 23, 2020 will be approved at the next meeting, Thursday, August 13, 2020. A quorum for August 27, 2020 is expected.

[7:34] Commission Edson made a motion to adjourn. The motion was seconded by Commission Tijan and approved unanimously.

Respectfully Submitted By:
Andrew Strniste, Planning Director

The minutes of the August 13, 2020 meeting were accepted this ____day of _____, 2020.

John Drew, Planning Commission Chair

DRAFT

New Action Items

- ☐ *Planning Commission* – Review the comments to the Historical & Cultural Resources Chapter submitted by the Underhill Historical Society.
- ☐ *Chair Drew* – Inquire with other boards, commissions and committee about Capital Improvement projects for the CIP.
- ☐ *Commission Stori* – Inquired with various firms regarding a social equity audit of the proposed Town Plan and the Underhill zoning bylaws.
- ☐ *Staff Member Strniste* – Invite Rick Heh to a future Planning Commission Meeting.

Ongoing Action Items

- ☐ *Chair J. Drew* – Draft social equity statement for draft Town Plan.
- ☐ *Commissioners Van Winkle & Drew* – Research Wi-Fi/Internet capabilities within Underhill.
- ☐ *Commissioners Wilmot & Stori* – Research potential renewable energy preferred sites within Underhill.
- ☐ *Commissioner Van Winkle* – Inquire with Chris Poley about joining the Commission in the fall once he has more availability.

Old, Incomplete Action Items

- ☐ *Staff Member Strniste* – Update Planning Commission Calendar.

Completed Action Items

- ☒
- ☒
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